

Draft Agenda for Town of Middlebury Collection System Inspection

EPA Staff: Andrew Spejewski

Tuesday July 14

<location TBD>

Time – tentatively 8:30 AM

8:30 AM

General intro to process by Inspection Team

Overview of Town Organization

Organizational structures with responsibilities for sanitary sewer

Roles/responsibilities

Staffing/Budget

Permits/Orders

Applicable Permits and/or enforcement orders for wastewater collection system

9:30AM

Overview of the Town's Physical System

(Ideally with map present)

Service Area

Collection System

Interconnections [college? other towns?]

Combined Storm/Sanitary areas

Discharge points

Pump Stations

Treatment Facilities

Future sanitary sewer expansion areas?

Mapping procedures/sources

10:00 AM

Long-Term Investment

Capital investment plans

Planned sewer replacement

Sewer expansion/upgrade plans

Proactive maintenance

Routine maintenance plans and tracking

Maintenance management system?

Regular cleaning, inspections?

Infiltration/Inflow (I/I) Reduction

Town inspections (pump stations, others)

Emergency Planning

- Power assurance
- Other emergency planning

11:30 AM

Reactive Maintenance

- Taking complaints (routing of calls, documenting)
- Response to sewer overflows and spills/releases
- Written SOPs
- Reporting Overflow Events (to ANR, others)

- Evaluation of recent (last five years) sewer overflows and spill/release events
- Corrective Actions Implemented (to eliminate “backups”, “blockages”, “SSOs”, etc)

Maintenance ‘hot spots’ in Town

Lunch

1:00 PM – Continue Reactive Maintenance

2:00 PM

Oil and Grease Program

- o Sewer Use Rules and Regulations
- o Surveys
- o Inspections

3:00 PM

Wet Weather Operations

- Monitoring
- Collection System Changes
- WWTF changes

4:00 PM Confirm Field Activity Schedule/Close

Wednesday July 15

8:30 AM

CSOs

- CSO monitoring
- In-stream monitoring?
- CSO status
- System modeling

Long-term control plan

9:30 AM

Field Activities

Pump Station visits

CSO / monitoring station visits

Observe sewer cleaning / CCTVing

12:30 PM

Return to office, Follow-up Questions

1:00 PM

Closing Conference